



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF, G3/5/7
400 ARMY PENTAGON
WASHINGTON DC 20310-0400

DAMO-FMS

19 February 2014

MEMORANDUM FOR All personnel Assigned/Attached to the Army Force Management School (AFMS)

SUBJECT: AFMS Policy Letter #9 – Open Door Policy

1. Reference: AR 600-20, Army Command Policy (paragraph 2-2)
2. As Deputy Commandant, I am committed to addressing the concerns of all members of the Army Force Management School (AFMS). My open door policy allows members of the AFMS to present facts, concerns, and problems of a personal or professional nature or other issues that you have been unable to resolve.
3. I am an advocate of using the chain of command and supervisory channels and encourage each individual to do so before consulting me. However, I do understand that there are circumstances in which issues are too sensitive to discuss with your immediate supervisor and I will not turn you away for seeking my advice first. Nonetheless, please make every attempt to inform your immediate supervisor first before approaching me. It is not required however to reveal the nature of the issue concerned.
4. If you have a sensitive issue or one that cannot be resolved at the appropriate level, please schedule an office appointment by contacting Mr. Conrad Lundy by phone at 805-4488 or email at conrad.b.lundy.civ@mail.mil.

A handwritten signature in black ink, reading "Albert L. Benson, Jr.", is positioned above the printed name.

ALBERT L. BENSON JR
Lieutenant Colonel, LG
Deputy Commandant, AFMS